




ALAN T. SASAKI
AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012-2766
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July 29, 1999

TO: Audit Committee
FROM: Alan Sasaki 
Auditor-Controller

SUBJECT: **SUNSET REVIEW FOR THE LOS ANGELES COUNTY CHILD CARE
ADVISORY BOARD**

RECOMMENDATION

The Audit Committee recommend to the Board of Supervisors (Board) that the Los Angeles County Child Care Advisory Board's sunset review date be extended to June 30, 2003.

BACKGROUND

The Child Care Advisory Board (CCAB) was established and has been continued by Board Order No. 45, dated April 23, 1996. The Board approved sunset review date for the CCAB was June 30, 1999.

The duties of the CCAB are to plan, promote, and facilitate the expansion of quality child care services which are affordable and accessible to families who work and/or live in Los Angeles County and require such services. The expansion of child care shall be accomplished through public and private partnerships with employers, public and parochial schools, labor and community support.

In carrying out its mission, the Child Care Advisory Board shall act as an advocate, catalyst and facilitator of partnerships.

Membership of the CCAB should be 20, consisting of the following representatives:

- a. Ten, two nominated by each Supervisor
- b. Los Angeles Area Chamber of Commerce
- c. Los Angeles County Federation of Labor

- e. Board of Education/Los Angeles Unified School District
- f. Pomona Unified School District
- g. Resource and Referral Agency
- h. Los Angeles County Child Care Advisory Board (2)
- i. Director of Personnel
- j. Commission for Children's Services

JUSTIFICATION

The Child Care Advisory Board serves on the New Directions Task Force, the Department of Health Services' Zero to 5 Task Force, the Children's Planning Council and most recently as an Ex Officio member of the Children and Families First Commission. Participation on these bodies has effectively raised the awareness and understanding of child care issues among County departments.

During the past year, the Child Care Planning Committee, a committee of the CCAB, responded to a California Department of Education/Child Development Division request for recommendations on distribution of funds for infant/toddler child care services and State preschool programs and identified a regulatory problem affecting Alternative Payment Programs. The Child Care Planning Committee also produces and distributes The Child Care Planning Report quarterly. The *Report* contains information on the zoning practices of the County's 88 cities related to both large and small family child care homes, information on various funding sources and also includes a calendar of training and events.

In addition, CCAB held an Infant/Toddler Regional Forum to provide information on quality infant/toddler child care and facilitate geographic networking of current and prospective providers. CCAB also held a "Week of the Young Child" fair to promote an understanding of child care needs and resources.

CCAB will continue to actively participate on the New Directions Task Force and the Children and Families First Commission and provide input to the Board on restructuring the child care function among County departments. CCAB also intends to receive Board approval on an updated County Child Care Policy.

Currently, CCAB is working on a Spanish Language Conference to make information on child care regulation and support services available to Spanish speaking child care providers. CCAB also plans to hold a seminar, in conjunction with the Board and the Child Care Program staff, to highlight the economic impact of child care and

development services and to foster new relationships that benefit child care consumers, child care providers, municipalities and employers.

Please call me if you have any questions.

ATS:PTM:DR

Attachments

c: Judith Hane Leimert, Chair, Child Care Advisory Board
Kathleen Malaske-Samu, Department of Human Resources

COMMISSION SUNSET REVIEW
LOS ANGELES COUNTY CHILD CARE ADVISORY BOARD
REVIEW COMMENTS

Mission. (Does the mission statement agree with the Board of Supervisors' purpose and expectations?)

Stated mission is as set forth in the Board order establishing the Child Care Advisory Board (CCAB). **CONCUR**

Section 1. Relevancy. (Is the mission still relevant and in agreement with the Board of Supervisors' purpose and expectations?)

The CCAB plans, promotes, and facilitates the expansion of quality child care services which are affordable and accessible to families who work and/or live in Los Angeles County and require such services. The expansion of child care is accomplished through public and private partnerships with employers, public and parochial schools, labor and community support. The CCAB also acts as an advocate, catalyst, and facilitator of partnerships. **RELEVANT**

Section 2. Meetings and Attendance. (Are required meetings held and is attendance satisfactory?)

The order establishing the CCAB calls for 20 members. However, there have been three vacancies since December 1996. Average attendance is nine per meeting. Meetings are required and held quarterly. **SATISFACTORY**

Sections 3 and 4. Accomplishments and Results. (Are listed accomplishments and results significant?)

- The Child Care Advisory Board serves on the New Directions Task Force, the Department of Health Services' Zero to 5 Task Force, the Children's Planning Council and most recently, as an Ex Officio member of the Children and Families First Commission. Participation on these bodies has effectively raised the awareness and understanding of child care issues among County departments.
- The Child Care Planning Committee, a committee of the CCAB, responded to a California Department of Education/Child Development Division request for recommendations on distribution of funds for infant/toddler child care services and State preschool programs.
- The Child Care Planning Committee also produces and distributes the Child Care Planning Report quarterly. The Report is used to disseminate information on the zoning practices of the County's 88 cities, related to both large and small family child care homes, information on various funding sources and includes a calendar of training and events.

- Held an Infant/Toddler Regional Forum to provide information on quality infant/toddler child care and facilitate geographic networking of current and prospective providers.
- Held a "Week of the Young Child" fair to promote an understanding of child care needs and resources. **SIGNIFICANT**

Section 5. Objectives. (Are the objectives compatible with the mission and goals and relevant within the current County environment?)

The CCAB's objectives are:

- Continue to actively participate on the New Directions Task Force and the Children and Families First Commission.
- Provide input to the Board of Supervisors on restructuring the child care function among County departments.
- Intend to receive Board approval on an updated Child Care Policy for the County.
- Work on a Spanish Language Conference to make information on child care regulation and support services available to Spanish speaking child care providers.
- Hold a seminar in conjunction with the Board and the Child Care Program staff, to highlight the economic impact of child care and development services and to foster new relationships that benefit child care consumers, child care providers, municipalities and employers. **RELEVANT**

Section 6. Resources. (Are the resources utilized by the entity in support of the entity's activities warranted in terms of the accomplishments and results?)

Commission members do not receive compensation for attending meetings. The estimated actual costs of \$266,858 shown on the Evaluation Form are covered by a State child care planning grant. Net County costs are negligible. **WARRANTED**

Section 7. Recommendation.

THE CHILD CARE ADVISORY BOARD'S SUNSET REVIEW DATE BE EXTENDED TO JUNE 30, 2003.

Child Care Advisory Board

Los Angeles County



ay 25, 1999

Joanne Sturges
Executive Officer
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Ms. Sturges:

The Child Care Advisory Board is forwarding the attached sunset review materials as requested. At this time, we are requesting a six-month extension to carefully assess the changes impacting child care and development services, both within and outside of the County structure. The implementation of welfare reform, adoption of Proposition 10 and this County's recovery from economic recession, each have implications for what the vision, mission and objectives of the Child Care Advisory Board could be.

Members of the Child Care Advisory Board are taking this task very seriously and want to ensure that the Advisory Board is in fact contributing to the general understanding of local child care issues, as well as enhancing the actual supply and quality of services available to children and families.

Should you have any concerns regarding this request, your staff can contact Kathleen Malaske-Samu, Child Care Coordinator at 974-2440.

Sincerely,

A handwritten signature in cursive script, reading "Judith Hane Leimert", followed by a stylized flourish.

JUDITH HANE LEIMERT, CHAIR
Los Angeles County Child Care Advisory Board

JHL:KMS:k
Attachment
cl-sunset

**SUNSET REVIEW EVALUATION FORM
FOR USE BY
COMMISSIONS, COMMITTEES AND TASK FORCES**

Organization Name: Los Angeles County Child Care Advisory Board

Contact Person: Judith Hane Leimert, Chair 310/652-2692
Kathleen Malaske-Samu, Child Care Coordinator 213/974-2440

Mission: The mission of the Child Care Advisory Board is to plan, promote and facilitate the expansion of quality child care services which are *affordable and accessible to families who work and/or live in Los Angeles County and require such services.* The expansion of child care services shall be accomplished through public and private partnerships with employers, public and parochial schools, labor and community support.

In carrying out its mission, the Los Angeles County Child Care Advisory Board shall act as an advocate, catalyst, and facilitator of partnerships.

Requested Sunset Date: The Advisory Board is requesting a six-month extension to clarify its recommendations related to the future role and objectives of this body.

ORGANIZATION'S SELF EVALUATION
(Evaluation period)

REVIEW COMMENTS
(Date of Review)

Section 1. How does the mission of the organization remain in the current County environment?	
<p>For the past ten years, the Child Care Advisory Board has been involved in planning, promoting and facilitating the development of quality child care services for County employees, clients accessing County services and families who live and/or work in Los Angeles County. These services are key to the County both as an employer and as an administrator of services. About one third of the County workforce (an estimated 26,400 employees) have children under the age of 13. Quality, affordable and accessible child care services make it possible for many of these employees to be at work and productive.</p> <p>For families involved in the child welfare system, child care and development programs provide children with stable and developmentally appropriate environments, while also providing parents with an opportunity to observe healthy child/adult interactions. These services are also key to low-income families receiving CalWORKs, public housing, job training or other services from County departments, and make it possible for these clients to seek and maintain training, employment and/or support services.</p> <p>As the local economy improves, employer interest in employee child care services is once again surfacing. It is critical that support for developing these services is visible and able to respond to inquiries in a timely manner.</p>	

**SUNSET REVIEW EVALUATION FORM
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Organization Name: Los Angeles County Child Care Advisory Board

Section 2. Meetings and Attendance.	
<p>Meetings:</p> <p>Required: <u>Quarterly</u></p> <p>Scheduled: <u>Quarterly</u> <u>Held: 9/23/98, 12/10/98, 1/27/99, 2/25/99, 5/12/99.</u> Additional meetings have been scheduled recently.</p> <p>Date of last meeting: <u>May 12, 1999</u></p> <p>Average attendance per meeting: <u>10 -12</u></p> <p>Membership: <u>19 total*</u> The Advisory Board recently lost two members - one to an out of state relocation and one to the Proposition 10 Commission. In addition, the labor and LA Area Chamber of Commerce seats have been vacant for some time.</p>	

Section 3. Identify the organization's accomplishments (output/products).	
<p>Attachment II describes key Child Care Advisory Board activities for the past year. You will notice that a number of the events and products are annualized.</p> <p>In addition, the Child Care Advisory Board serves on the New Directions Task Force, the Department of Health Services Zero to 5 Task Force, the Children's Planning Council and most recently, as an Ex Officio member of the Children and Families First Commission. Participation on these bodies has effectively raised the awareness and understanding of child care issues among County departments.</p> <p>During the past year, the Child Care Planning Committee, a committee of the Child Care Advisory Board, has conducted regular monthly meetings; responded to a California Department of Education/Child Development Division request for recommendations on distribution of funds for infant/toddler child care services and state preschool programs; and</p>	

**SUNSET REVIEW EVALUATION FORM
FOR USE BY
COMMISSIONS, COMMITTEES AND TASK FORCES**

Organization Name: Los Angeles County Child Care Advisory Board

Section 3 - Continued	
<p>surfaced a regulatory problem affecting Alternative Payment Programs. In response to this issue, Senator Hilda Solis introduced SB 938. To date, the bill has successfully passed out of the Senate Health and Human Services Committee. The bill will go to the Senate floor next.</p> <p>The Child Care Planning Committee produces and distributes <i>The Child Care Planning Report</i> four times per year. The <i>Report</i> has been the vehicle to disseminate information on the zoning practices of the 88 cities within the county related to both large and small family child care homes, information on various funding sources and includes a calendar of training and events.</p>	
Section 4. Identify the outcome (results) of the organization's accomplishments during the evaluation period.	
<p>Please see Attachment II for a description of the results of the Child Care Advisory Board's accomplishments.</p>	
Section 5. What are the organization's objectives for the upcoming evaluation period?	
<p>The Child Care Advisory Board is requesting a six-month extension to carefully assess and define new objectives. The external child development and internal County environments have changed significantly in the past three years. The implementation of welfare reform, legislative mandates for local child care planning activities and the adoption of Proposition 10 are some of the factors that have dramatically altered what role the Child Care Advisory Board could and/or should be.</p>	

**SUNSET REVIEW EVALUATION FORM
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Organization Name: Los Angeles County Child Care Advisory Board

Section 6. Identify the organizations' use of resources (inputs) over the evaluation period.		
	BUDGETED	ACTUAL Estimate*
DIRECT COSTS:		
Personnel	\$	\$136,357
Services & Supplies		11,462
Travel		914
Other		<u>3,879</u>
Total Direct Costs	\$	\$152,612
INDIRECT COSTS		
Personnel	\$	\$
Overhead		
Other		<u>114,246</u>
Total Indirect Costs	\$	\$114,246
TOTAL COSTS	\$	<u>\$266,858*</u>
OTHER RESOURCES USED (ADMINISTRATIVE)		

*State Child Care Planning Grant expenditures June 1998 - March 1999.

**SUNSET REVIEW EVALUATION FORM
FOR USE BY
COMMISSIONS, COMMITTEES AND TASK FORCES**

Section 7. Recommendation.	

Child Care Advisory Board Event Summary 1998-1999

Event & Purpose	Date & Location	Target Audience & Participation	Results and Products
Breaking the Code - Workshop Purpose: Introduce prospective applicants to the Child Development process	September 21, 1998 Department of Public Works, Alhambra December 4, 1998 Child & Family Services	New & Established Child Care Providers who are not contracting with Child Development Division 68 participants first session, and 25 for the second session	Introduced 93 agencies who do not currently hold contracts with the California Department of Education/Child Development Division to that organization's funding process. The training helped agencies learn if this was an appropriate funding source to pursue. Applications were accepted for infant/toddler and state preschool programs in December. some "graduates" of the training will be successful
Identification of Priorities for Funding Purpose: Guide the allocation of new subsidized child care funds to areas of high need	Priorities were submitted to the CA Department of Education on October 15, 1998	Responded to a request from the California Department of Education (CDE) to identify areas of high need for infant/toddler and state preschool funds	<ul style="list-style-type: none"> - Information on existing CDE subsidized programs for infants & toddlers and preschool programs were compiled - Data regarding income, Cal WORKs and free & reduced lunch program participation were compiled by zip code - Formula was developed to target new resources to areas of high need and low resources - Four public hearings were held to gather feed back on process and results - Priorities were adopted by the Superintendent of County Schools and the Board of Supervisors - CDE has accepted priorities, awards for infant/toddler programs are expected to be announced by mid-June. State preschool program awards will follow
Infant/Toddler Regional Forum Purpose: Provide information on quality child care and	January 13-15, 1999 Long Beach	Child care providers seeking to expand & improve child development services for infants and toddlers 85 Participants	This Infant/Toddler Regional Forum was sponsored by the California Department of Education/Child Development Division. The Child Care Planning Committee assisted by promoting the event; identifying teams and a team leader from each of the eight Service Planning Areas to participate in the 3-day training; identifying local issues and speakers; and assisted with a follow-up session 85 persons participated in the training, received new tools and techniques to support the provision of quality infant/toddler services. In addition local, geographically based networks have emerged to support the expansion of infant/toddler services

Event & Purpose	Date & Location	Target Audience & Participation	Results and Products
Recruitment & Technical Assistance to Faith-Based Communities Purpose: Assist these organizations in developing quality child care services	Ongoing	60 Faith-based organizations	-- Provided technical assistance to 60 different faith-based organizations. Approximately 12 organizations are actually pursuing the development of child care centers -- Contributed to the development & distribution of a publication to guide faith-based organizations considering the development of child care services -- Translated <i>Child Care Provider Guide</i> into Spanish
Fourth Annual Legislative Briefing Purpose: Released child care economic impact report	March 26, 1999 LA Area Chamber of Commerce	Local legislators & Congressional Representatives, Board of Supervisors and Mayors Participants included 12 Legislative & Congressional Offices, 2 Board Offices 3 Mayors' offices	-- New information on the impact of child care on the local economy was released. The <i>Los Angeles Times</i> carried an article in the Business Section. -- Options on how cities, county, state and federal policy makers could facilitate the development of quality, affordable child care were presented. Two legislators have requested follow-up meetings.
Week of the Young Child Purpose: Promote an understanding of child care needs and resources	April 18 - 14 Child Care Exhibit Child Care Fair 4/20/99 Civic Center Mall	County Employees We estimate 300 persons attended the Fair. Exhibit was available April 18 - 14, 1999, at the Hall of Administration	-- County employees had access to information from 30 different child care and family service providers -- Exhibit included information on County employee child care centers, child development, resources and demand
Confronting Myths & Realities Purpose: Engage in a dialogue with researchers	May 20, 1999 Descanso Gardens La Canada	Child Care Community Approximately 100 persons participated	-- Create a forum for child care community and researchers to engage in a dialogue regarding past and future research
Upcoming: Spanish Language Conference Purpose: Make information on child care regulation and support services available to Spanish speaking child care providers	June 4 East Los Angeles Community College	Spanish Speaking Family Child Care Providers	-- Target information dissemination to Spanish speaking community

Event & Purpose	Date & Location	Target Audience & Participation	Results and Products
Upcoming: Recognition of Family Friendly Employers Purpose: Promote the value of family friendly work place policies and programs	July 1999	Business Community	-- Promote family friendly benefits with employers throughout Los Angeles County -- Provide media attention for employers who currently offer such programs and policies

99accomp

<u>TITLE</u>	LOS ANGELES COUNTY CHILD CARE ADVISORY BOARD
<u>AUTHORITY</u>	* Board Order No. 83 of October 4, 1988, Board Order No. 46 of February 5, 1991, Board Order No. 52 of July 28, 1992 and Board Order No. 4 of February 1, 1994, Board Order No. 11 of June 13, 1995 and Board Order No. 45 of April 23, 1996.
<u>SUNSET DATE</u>	June 30, 1999. Membership shall consist of representatives of the following: a. Ten, two nominated by each Supervisor. b. Los Angeles Area Chamber of Commerce. c. Los Angeles County Federation of Labor. d. Los Angeles County Superintendent of Schools. e. Board of Education/Los Angeles Unified School District. f. Pomona Unified School District. g. Resource & Referral Agency. * h. Los Angeles County Child Care Advisory Board (Category of Child Care Advocate) * i. Director of Personnel j. Commission for Children's Services.

(Continued)

<u>APPOINTMENT</u>	By Board of Supervisors.
<u>TERM OF OFFICE</u>	Indefinite.
<u>COMPENSATION</u>	None.
<u>MEETINGS</u>	Quarterly.
<u>DUTIES</u>	Plan, promote and facilitate the expansion of quality child care services which are affordable and accessible to families who work and/or live in Los Angeles County and require such services. The expansion of child care shall be accomplished through public and private partnerships with employers, public and parochial schools, labor and community support. Act as an advocate, catalyst and facilitator of partnerships.
<u>OATH</u>	Not required.

Los Angeles County Child Care Advisory Board

NOMINATED BY		TERM EXPIRES
Molina	Ms. Pat Navarrete-Davids (F) Date of Appointment: 05/12/1998	Indefinite
Molina	Ms. Lilly Calvache (F)	Indefinite
Burke	Ms. Reve Gipson (F) Date of Appointment: 09/02/1997	Indefinite
Burke	Ms. Carolyn R. Wilder (F) Date of Appointment: 10/18/1994	Indefinite
Yaroslavsky	Ms. Mindy Lake Einhorn (F) Date of Appointment: 06/11/1996	Indefinite
Yaroslavsky	Mr. Jonathan Zasloff (M) Date of Appointment: 09/03/1996	Indefinite
Knabe	Vacant	Indefinite

(Continued)

TERM EXPIRES

	Ms. Judith Hane Leimert (F)	Chairperson	Indefinite
an	* Vacant		Indefinite
Antonovich	Ms. Stephanie Hershey Liner (F) Date of Appointment: 01/15/1997		Indefinite
Los Angeles Area Chamber of Commerce	Vacant		Indefinite
Los Angeles County Federation of Labor	Vacant		Indefinite
Los Angeles County Superintendent of Schools	Ms. Jan Feldman-Isenberg (F) Date of Appointment: 11/19/1996		Indefinite
Board of Education/Los Angeles Unified School District	Ms. Lucille "Sheila" Derrig (F) Date of Appointment: 07/20/1993		Indefinite

(Continued)

* Change
Revised 06/01/1999

NOMINATED BY

TERM EXPIRES

Pomona Unified
School District

Mr. Bill Ewing (M)

Indefinite

Resource and
Referral Agency

Ms. Lorraine Schrag (F)
Date of Appointment: 03/15/1994

Indefinite

Los Angeles
County Child
Care Advisory
Board

Ms. Vivian Weinstein (F)
Date of Appointment: 04/23/1996

Indefinite

Los Angeles
County Child
Care Advisory
Board

Ms. Lynn W. Bayer (F)
Date of Appointment: 02/03/1998

Indefinite

Human Resources

Mr. Michael J. Henry (M)

Indefinite

Commission for * Vacant
Children and
Families

Indefinite

Ms. Kathleen Malaske-Samu
Policy and Technical Support
Chief Administrative Office County of Los
Angeles
500 West Temple Street, Room 588-B
Los Angeles, California 90012

Contact
(B) (213) 974-2440
(R)

**LOS ANGELES COUNTY CHILD CARE ADVISORY BOARD
ATTENDANCE RECORD**

Commissioner	Appointed By	12/31/96	3/31/97	6/30/97	9/30/97	12/31/97	3/31/98	6/30/98	9/30/98	12/31/98	3/31/99	Totals	% Attend
Number of Meetings per Quarter		1	1	1	1	1	2	1	1	1	2	12	
Ms. Sandra Gutierrez	Molina	1	1	1	1	0	1					5	71%
Ms. Pat Navarrete-Davids	Molina							1	1	1	1	4	80%
Ms. Lilly Calvache	Molina	0	0	0	0	0	0	1	1	1	0	3	25%
Ms. Stefanie M. Hall	Burke	0	0	0								0	0%
Ms. Reve Gipson	Burke				0	0	1	0	0	0	0	1	11%
Ms. Carolyn R. Wilder	Burke	0	1	1	1	1	2	0	1	1	1	9	75%
Ms. Mindy Lake Einhorn	Yaroslavsky	1	1	0	1	0	1	1	0	0	1	6	50%
Mr. Jonathan Zasloff	Yaroslavsky	1	1	1	0	0	1	0	0	0	0	4	33%
Ms. Grace Moniz	Dana	0										0	0%
Ms. Judith Hane Leimert	Dana	1	0	1	1	1	2	0	1	1	1	9	75%
Mr. G. Hardy Watford	Antonovich	0	0	0	0	0	1	0	0	0	0	1	8%
Ms. Stephanie Hershey Liner	Antonovich		1	1	1	1	1	0	1	1	0	7	64%
Mr. Ray Remy	LA Area Chamber of Commerce	0										0	0%
Ms. Jan Feldman-Isenberg	LA Co. Superintendent of Schools	0	1	1	1	1	2	1	1	1	2	11	92%
Ms. Lucille "Sheila" Derrig	Board of Educ. LAUSD	1	1	0	1	0	1	0	1	1	2	8	67%
Mr. Bill Ewing	Pomona Unified School District	0	1	1	1	1	2	1	1	1	1	10	83%
Ms. Lorraine Schrag	Resource and Referral Agency	1	1	1	0	1	2	0	1	1	1	9	75%
Ms. Vivian Weinstein	LA Co. Child Care Advisory Board	1	1	1	1	1	2	1	0	0	1	9	75%
Ms. Lynn W. Bayer	LA Co. Child Care Advisory Board						1	1	0	1	2	5	71%
Mr. Michael J. Henry	Human Resources	1	1	0	1	1	2	1	0	1	0	8	67%
Ms. Elizabeth H. Lowe	Commission for Children & Fam.	0	1	0	1	0	0	1	0	0	0	3	25%
Totals		8	12	9	11	8	22	9	9	11	13	112	

Average Attendance per Meeting - - 9.3